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Memorandum

TO : Chief, Intelligence School

DATE: 26 July 1965

FROM : Chief, Intelligence Production Faculty

SUBJECT: Weekly Activities Report No. 20
19 July - 23 July 1965

1. Intelligence Techniques Course #29, which began on Monday, has a number of auditors. Commander Moran, the new Agency Public Relations Officer, is one and we are curious to see how he audits a do-it-yourself course. The two new IPF staff members, [redacted] have joined the course as members of Section I and Section III, respectively. During the last week [redacted] has been following the activities of the Intelligence Production Course, and [redacted] has been on leave because of his father's illness.

2. The new version of the OCR section of the IPC worked up by [redacted] with the help of other members of the faculty went better than could have been expected for a first tryout. The emphasis during the two and a half days on the handling, storage, and retrieval of intelligence information was on the intelligence analyst's point of view. The unit began with a briefing on the use of OCS computers for intelligence production, followed by a briefing by [redacted] on the analyst's view on repositories. [redacted] of OCR followed with a talk on OCR and Project Chive, which was so interesting to the students that we went right through to 5:15.

The next morning the students read [redacted] text on the various repositories, were told briefly what these repositories could do for them, and were each given a problem to solve. Solutions of these problems required them to visit at least three sources of intelligence infor-

[redacted] coming and cooperated fully. A sample problem is: Find out what you can about [redacted] its audience, power, program schedule, location, accessibility to airport and port areas, vulnerability, security provisions, personnel; can it be jammed? from where? Solution of this problem required visits to [redacted]

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The following day each of the CT's reported at a roundtable seminar on the solution to his problem and on his methods and experience in finding this solution. Four of the OCR divisions had representatives present at this seminar to aid the instructors in drawing out this experience for the benefit of all the students. Although each student did not visit all of the repositories, we believe that each was able to understand very well, from the report of his fellow classmates and from the comments of the OCR representatives and the instructors, what each of these repositories is set up to do and how it can help him.

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The enthusiasm of the students during the reporting period indicated that they liked and profited by the experience. We plan to continue using this new approach to OCR, with minor refinements: We can make better use of one or two of the registers and develop better problems for the students. [redacted] is working on these changes with some of the OCR people who were involved in this experiment.

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3. The morning of the day devoted to USIB and other Agencies in IPC was spent at Headquarters and included presentations on NIPE, USIB, and the Bureau of Intelligence and Research, Department of State, in the DD/S's Conference Room. This room, resplendent with its yellow rug, proved not to be the best one for presentations; its proximity to the Executive Dining Room allowed all sorts of noises to intrude. The speakers were in good form and were quite generous with their time and energy in talking to the CT's. The afternoon of USIB day was spent at 1000 Glebe and went smoothly. [redacted] newly appointed representative of [redacted] gave a most interesting talk on the workings of the [redacted] after first dismissing any notetaking on the part of the CT's. The day concluded with a full -- perhaps for a Friday afternoon, too full -- discussion of DIA's role in the USIB community.

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4. [redacted] gave a presentation on aerial photographic interpretation to a special [redacted] Course [redacted] on 21 July. [redacted] accompanied Mr. [redacted] to become familiar with the presentation and the facilities [redacted] so that he can give this briefing in the future. On 19 July, [redacted] gave a briefing

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on photographic intelligence in the CT Orientation Course.

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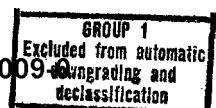
5. On 19 July [] spoke in the Strategic Intelligence Course at DIS on the strategic intelligence process. The class of about 45 included 25 civilian trainees who are attending the new DIS course somewhat comparable to our Intelligence Production Course. During the question period the civilian analysts inquired closely about CIA's Career Trainee Program, and they left the speaker with the guilty feeling that he had over-emphasized our training program.

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TO : Chief/Intelligence School

DATE: 26 July 1965

FROM : Chief/Management Training Faculty

SUBJECT: Weekly Activities Report No. 20
19 - 23 July 1965

MANAGERIAL GRID

25X1A [redacted] are in Texas 25 - 30
B July for advanced study of the "Managerial Grid" with the originator,
Dr. Robert Blake.

*Deferred
until then
not done.*

INTERVIEW WITH [redacted]

25X1A On 20 July [redacted] discussed
B long-range plans for management training with Mr. Kirkpatrick
because of his long standing interest in this activity. Significant
points he made were: (a) the Agency is committed to the Grid, at
least until after the pilot project is finished; (b) we should, however,
look at other approaches and attend as much external management
training as possible; (c) in his view, our own management courses
are having more impact than we realize.

SENIOR SERVICE SCHOOL CANDIDATES PROGRAM

25X1A [redacted] spent a morning in this program directing a session
on team problem-solving. The students entered into team activity
enthusiastically.

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Memorandum

TO : Chief, Intelligence School

DATE: 23 July 1965

FROM : Chief, Clerical Training

SUBJECT: Weekly Activities Report, No. 20
19 - 23 July 1965

1. Number in Clerical Induction Training: During the week of 12 - 16 July 1965, there were 120 trainees in Clerical Induction Training; of these 32 entered classes for the first time.

2. Number in Clerical Orientation Training: During the week of 12 - 16 July 1965, there were 16 trainees in Clerical Orientation Training.

3. Results of Official Agency Testing Administered in Clerical Induction: Results of the tests administered to the entrance-on-duty employees for the week of 12 - 16 July 1965 were as follows:

	<u>Tested</u>	<u>Passed</u>
Typewriting	36	17
Shorthand	22	6

4. Results of Official Agency Testing Administered to Applicants: The results of the tests administered to the clerical applicants for the week of 12 - 16 July 1965 were as follows:

	<u>Tested</u>	<u>Passed</u>
SET	32	
Typewriting	25	2
Shorthand	5	2
Card Punch Operator		
Aptitude Test	2	

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5. Results of Official Agency Testing Administered by Clerical Refresher: The results of the tests administered to on-the-job Agency employees on 19 July 1965 were as follows:

	<u>Tested</u>	<u>Passed</u>
Typewriting	8	0
Shorthand	6	1

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